

Tasking Memorandum No. 99-160

Memorandum For Cdrs DCMDs, DCMC CAOs

Subject: Importance of Administrative Contracting Officer (ACO) Involvement with the Defense Contract Audit Agency (DCAA) Annual Planning (TASKING)

Date: APR 26 1999

Suspense Date: July 30, 1999

Target Audience: All DCMC Contracting Officers

Requirement(s):

- DCAA will begin their annual audit planning during May-June 1999 for Fiscal Year (FY) 00. DCAA will decide and plan which audits need to be accomplished and assign resources for the fiscal year based on risk assessments at contractor locations.
- It is essential that the **ACOs** become involved with their respective DCAA offices during this planning phase to make known their projected audit needs and to understand those risk areas DCAA plans on auditing at cognizant contractors. **ACOs** should contact their DCAA offices now to find out more about the subject areas being planned for auditing in FY 00. It is to the **ACO's** benefit to work closely with DCAA during this period to facilitate reaching DCMC mission and performance goals.
- **ACOs** can gain efficiencies in performing contract administration and carrying out policy in such areas as closure of overhead years, real-time rate implementation, should cost reviews, contractor systems, and internal control reviews, as well as the establishment of Forward Pricing Rate Agreements. DCAA and the **ACOs** can better understand each other's concerns and mutually benefit by coming to agreement on the areas of risk and audit needs. The available resources will then be properly focused and assigned to areas of greatest benefit. This will allow the missions of both parties to be more effectively accomplished.
- Each CAO should have a designee send an **email** to their respective district point of contact (listed below) once their **ACOs'** discussions with DCAA have taken place. The tasking will be considered closed when the districts send a final report by **email** to DCMCC-E by the suspense date.

Point of Contact for Further Information:

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